SPC

Secretariat of the Pacific Community

Project Information Management System (PIMS)

User Manual – Part II

Accessing PIMS via the Web

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1. Introduction

A number of different reports are available to both external and internal stakeholders via the web. However, all of the reports are only accessible to users once they have logged in to the site with a valid username and password. The system administrator has the ability to change the username and password at any time.

Associated with the username and password is a security level. This is also determined by the system administrator. Only two levels of security are available at this stage. Level 1 has full access to all information and level 2 does not display financial details for any of the reports.

2. Log in to the Web

The PIMS website is accessed by typing the following URL into the address field of any web browser: http://wwwx.spc.int/pims

Figure 1: The login screen

Each organisation should have an email sent from the administrator notifying them of the URL above and their username and password which they can print and save for future reference.

3. Choosing a Report to View

The following screenshot provides the top level view of report types that are available to users.

Figure 2: The main report selection menu

Hovering the mouse over each option will provide additional information using a feature of web browsers known as tooltips. As an example hovering the mouse over the *Workplan Summary* will produce the following effect:

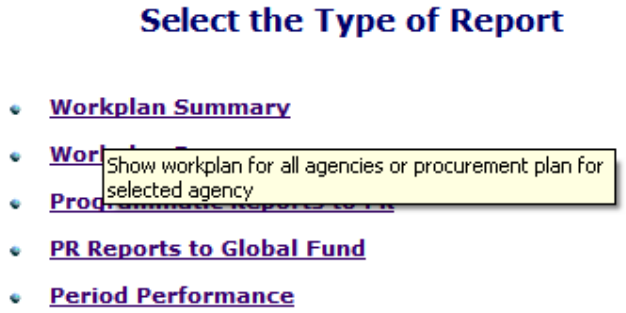

Select the Type of Report
Workplan Summary
Show workplan for all agencies or procurement plan for selected agency
PR Reports to Global Fund
Period Performance

Figure 3: An example tooltip

Most of the reports are standard web pages that can be viewed and printed directly from your favourite web browser. Two notable exceptions to this are the *Programmatic Reports to PR* and the *PR Reports to Global Fund*. The former is actually a list of reports that when clicked on will open up an Excel spreadsheet. The latter is a list of PDF documents representing the final version of the report as sent by the PR to the Global Fund and these require Acrobat reader to view.

Each report type, once selected, has a number of options (the Report Selection Criteria) that can be used to limit the scope of the final report that is displayed. If you are on a slow internet connection it is best to limit each report as much as possible by being specific with each option and reducing the amount of data that has to be downloaded.

4. Report Options

As mentioned earlier, each report can be customised by applying various selection criteria to limit the scope of what is presented in the report.

Each report has different criteria that can be applied and the choice of each criteria can limit what options are subsequently available. For example if an Implementing Agency is only involved in one Project then only that project will be available to that Implementing Agency. Similarly only the relevant Time Periods will be available as options for a selected Project.

As a result, selecting <All>, if it is available, will provide more options for the next step.

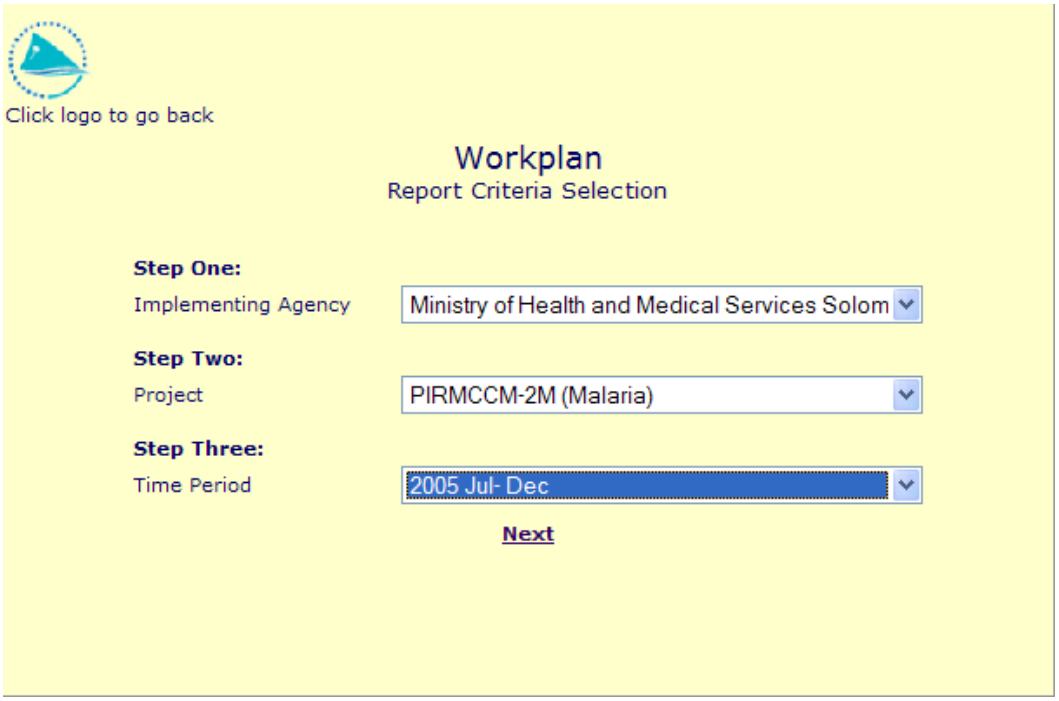


Figure 4: An example of the Report Selection Criteria

5. Navigating To Pages

The standard method of clicking on "hyperlinks" has been deployed wherever appropriate and these are highlighted with a blue underline.

Typically there are just three levels in the system. They can be represented by the following hierarchy:

Level 1: Report Type Selection
Level 2: Report Criteria Selection
Level 3: Report Displayed

At each level, clicking on the SPC Logo will take the user back to the previous level above.

At the bottom of each report (level 3) is a link to the previous page to save having to scroll all the way back to the beginning of a long report.

The following sections describe the options and final format for each of the report types available.

6. Report Definitions

This section describes each Report Type and the Report Selection Criteria that applies to each.

6.1 Workplan Summary

The *Workplan Summary* report type can produce two quite different reports depending on the Report Criteria Selection. The following steps have to be completed to produce this report:

Step 1: Implementing Agency	Selecting <All Agencies> will produce a hierarchical Workplan listing each project level from Objective to Milestone, the implementing agencies and an overall milestone budget amount. Selecting a specific Implementing Agency will produce the same Workplan hierarchy however it will be limited to only those items that the Implementing Agency has direct involvement in. It also lists additional details on Expenditure Items for each milestone along with quantities and cost estimates.
Step 2: Project	The project allows the user to select a specific project of interest. It is also possible to select <All Projects> which will result in a separate report for each project being produced.
Step 3: Time Period	The list of available time periods depends on the Project selected above. Only relevant time periods to each Project will be displayed (unless <All Projects> was selected)

So the resulting report will be either:

- *Project Workplan* report if <All Agencies> are selected or
- *Project Planned Procurement* report if a specific Implementing agency is selected.

The following two screen shots highlight the difference between the two reports.

PROJECT WORKPLAN REPORT

Project	**Pacific Islands Regional Multi-Country Coordinated Project - Malaria Phase II**		
Workplan Produced For	**All**	*Reporting Period*	**2006 Jul-Dec**

Objective:1 To increase the proportion of fever patients receiving prompt diagnosis and appropriate effective treatment

Service Delivery Area:1.1 Prompt, effective antimalarial treatment

Coverage Indicator:1.1.10 Number and percentage of Area Health Centres in Solomon Islands with no reported stockouts of IV fluids, glucose sticks, quinine and anti-pyretics / anti-convulsives

Number	Milestone	Progress	Implementor	Country(s)	Budget
1.1.10.4	MS - Annual survey of Area Health Centres to confirm 90% (27/30) with no reported stockout (share costs with above)	In Progress	MHMS-SB	SB	$2,500

Coverage Indicator:1.1.2 Number of microscopists trained

Number	Milestone	Progress	Implementor	Country(s)	Budget
1.1.2.8	MV - Additional 15 microscopists refreshed trained	Completed as planned	VCCM-VU	VU	$11,000
1.1.2.10	MV - 10 temporary community microscopists employed during peak season	In Progress	VCCM-VU	VU	$8,600

Coverage Indicator:1.1.3 No and % of health facilities in Vanuatu able to confirm malaria diagnosis according to national policies using either microscopy or RDTs.

Number	Milestone	Progress	Implementor	Country(s)	Budget
1.1.3.3	MV - Laboratory supplies for 40,000 tests for microscopy services procured and distributed	Disbursed	SPC	VU	$10,000

Coverage Indicator:1.1.4 Number and % of health facilities in the Solomon Islands able to confirm malaria diagnosis according to national policies using either microscopy or RDTs

Number	Milestone	Progress	Implementor	Country(s)	Budget
1.1.4.10	MS - 24 microscopes procured and distributed	Disbursed	WHO-SP	SB	$20,888
1.1.4.14	MS - Refresher training for 17 microscopists in SIMTRI	Completed with exception	MHMS-SB	SB	$3,000
1.1.4.16	MS - Lab reagents and supplies for all microscopists procured. Co-payment with Milestone N° 1.4.3.2 Round 5	Disbursed	WHO-SP	SB	$36,000

Figure 5: Sample Project Workplan Report

PROJECT PLANNED PROCUREMENT REPORT

Project	**Pacific Islands Regional Multi-Country Coordinated Project - Malaria Phase II**		
Implementing Agency	**Ministry of Health and Medical Services Solomon Islands (MHMS-SB)**	*Reporting Period*	**2006 Jul-Dec**

Objective:1 To increase the proportion of fever patients receiving prompt diagnosis and appropriate effective treatment

Service Delivery Area:1.1 Prompt, effective antimalarial treatment

Coverage Indicator:1.1.10 Number and percentage of Area Health Centres in Solomon Islands with no reported stockouts of IV fluids, glucose sticks, quinine and anti-pyretics / anti-convulsives

Milestone:1.1.10.4 MS - Annual survey of Area Health Centres to confirm 90% (27/30) with no reported stockout (share costs with above) — In Progress

Expenditure Item	Country Affected	Qty	Units	Unit($)	Budget	Implementor	Supplier
MS - Annual survey of Area Health Centres to confirm 90% (27/30) with no reported stockout (share costs with above)	Solomon Islands			$0.00	$2,500	MHMS-SB	

Coverage Indicator:1.1.4 Number and % of health facilities in the Solomon Islands able to confirm malaria diagnosis according to national policies using either microscopy or RDTs

Milestone:1.1.4.14 MS - Refresher training for 17 microscopists in SIMTRI — Completed with exception

Expenditure Item	Country Affected	Qty	Units	Unit($)	Budget	Implementor	Supplier
MS - Refresher training for 17 microscopists in SIMTRI	Solomon Islands			$0.00	$3,000	MHMS-SB	

Coverage Indicator:1.1.6 Number and percentage of children under five and other target groups in the Solomon Islands with severe or uncomplicated malaria receiving appropriate treatment (in 5 provinces) (note that no baseline data exists, and therefore numerator/denominators will be established in year four following a sampling investigation carried out in year 3)

Milestone:1.1.6.5 MS - Examination of in-patient records in 8 provincial and district hospitals and 18 area health centres to confirm minimum 92% received appropriate treatment — Last Disbursed: 18/08/2006

Expenditure Item	Country Affected	Qty	Units	Unit($)	Budget	Implementor	Supplier
MS - Examination of in-patient records in 8 provincial and district hospitals and 18 area health centres to confirm minimum 92% received appropriate treatment	Solomon Islands			$0.00	$2,200	MHMS-SB	

Milestone:1.1.6.7 MS - Supplies for blister packs procured. 50,000 blister packs of anti-malarial treatment for children under five produced and distributed — Completed with exception

Expenditure Item	Country Affected	Qty	Units	Unit($)	Budget	Implementor	Supplier
MS - Supplies for blister packs procured. 50,000 blister packs of anti-malarial treatment for children under five produced and distributed	Solomon Islands			$0.00	$5,000	MHMS-SB	

Figure 6: Sample Project Planned Procurements Report

6.2 Workplan Progress Report

The *Workplan Progress* report provides a slightly different view to the standard Workplan Summary report described previously.

This report lists the Workplan hierarchy plus for each milestone the Implementing Agency, the progress status and the budget amount for that agency (which is a sum of the procurement/expenditure items for that milestone).

This report always displays data from all time periods and as result, the option to select time period is not available. The following steps have to be completed to produce this report:

Step 1: Implementing Agency	Can limit the report to a single Implementing Agency or <All Agencies>
Step 2: Project	The project allows the user to select a specific project of interest. It is also possible to select <All Projects> which will result in a separate report for each project being produced.

The following screenshot provides a sample of the content and layout of this report:

PROJECT WORKPLAN PROGRESS REPORT

Project	**Pacific Islands Regional Multi-Country Coordinated Project - Tuberculosis Phase II**
Workplan Produced For	**All**

Objective:1 To establish and expand DOTS services network focussing on increasing case detection

Service Delivery Area:1.1 Identification of Infectious Cases

Coverage Indicator:1.1.1 Number of service deliverers trained or retrained (laboratory staff) in sputum smear microscopy

Number	Milestone	Period	Implementor	Progress	Budget
1.1.1.1	In-country laboratory training completed	2005 Jul- Dec	MHRDC-FSM	In Progress	$2,268
			MOH-KI	Completed as planned	$2,768
			VCCM-VU	Completed with exception	$768
1.1.1.3	Intercountry TB Laboratory course conducted	2005 Jul- Dec	SPC-TB	Completed as planned	$50,000
1.1.1.2	In-country laboratory training completed	2006 Jan-Jun	VCCM-VU	Completed as planned	$700
			MOH-TO	In Progress	$650
			MOH-KI	Completed as planned	$2,700
			MOH-WS	Not Started	$330
			MHRDC-FSM	In Progress	$2,200
			MHMS-SB	Completed as planned	$2,000
1.1.1.4	In-country laboratory training completed	2007 Jul-Dec	MOH-WS	Not Started	$230
			MOH-KI	Not Started	$2,000
			MOH-TO	Not Started	$395
1.1.1.5	In-country laboratory training completed	2008 Jan-Jun	VCCM-VU	Not Started	$601
			MHMS-SB	Not Started	$1,065
			MHRDC-FSM	Not Started	$1,500
Total for Coverage Indicator					**$70,175**

Figure 7: Sample Project Workplan Progress Report

6.3 Programmatic Report to PR

The *Programmatic Reports to the PR* reporting option lists report templates that have been produced by the PR for Implementing Agencies to report on their activities. It indicates when the report template was sent to the Implementing Agency, when it was returned back to the PR and the current report status.

The following steps have to be completed to produce this report:

Step 1: Implementing Agency	Selecting <All Agencies> will list each report produced by the PR. Selecting a specific Implementing Agency will limit the list to only report templates for the selected Implementing Agency.
Step 2: Project	This step allows the user to select a single project of interest. It is also possible to select <All Projects> which will result in a separate report for each project being produced.
Step 3: Time Period	The list of available time periods depends on the Project selected above. Only relevant time periods to each Project will be displayed (unless <All Projects> was selected).

The following screenshot provides a sample of the content and layout of this report:

PROGRAMMATIC REPORTS

Project	**Pacific Islands Regional Multi-Country Coordinated Project - Tuberculosis Phase II**
Reporting Period	**2006 Jul-Dec**

Organisation	Report Name	Date Sent	Date Received	Status
Health Department Niue	G2T_R8_10	21/12/2006	16/02/2007	Verified
Micronesia Human Resource Development Centre, FSM	G2T_R6_10	21/12/2006	5/02/2007	Verified
Ministry of Health and Medical Services Solomon Islands	G2T_R4_10	21/12/2006	14/02/2007	Verified
Ministry of Health Cook Islands	G2T_R5_10	21/12/2006	30/01/2007	Verified
Ministry of Health Kiribati	G2T_R7_10	21/12/2006	14/02/2007	Verified
Ministry of Health Palau	G2T_R9_10	21/12/2006	12/02/2007	Verified
Ministry of Health Samoa	G2T_R10_10	21/12/2006	19/02/2007	Verified
Ministry of Health Tonga	G2T_R12_10	21/12/2006	12/01/2007	Verified
Ministry of Health Tuvalu	G2T_R11_10	21/12/2006	7/02/2007	Verified
Secretariat of the Pacific Community	GLF_G2T_10	12/03/2007	N/A	Verified
SPC Tuberculosis Control Section	G2T_R35_10	21/12/2006	7/02/2007	Verified
Vanuatu Country Co-ordinating Mechanism	G2T_R27_10	21/12/2006	24/01/2007	Verified
World Health Organisation - [Technical Services Provider]	G2T_R31_10	29/12/2006	5/03/2007	Verified

Click here to change the period or choose another report.

Figure 8: Sample Programmatic Reports to PR

Each report name is a hyperlink that provides easy access to the actual report template for viewing and / or download.

6.3.1 Opening vs Saving the Programmatic Report

To access the Excel report click on the report name (eg. G1H_R7_2) and you will be given the opportunity to *open* or *save* the Excel file as in the following dialog:

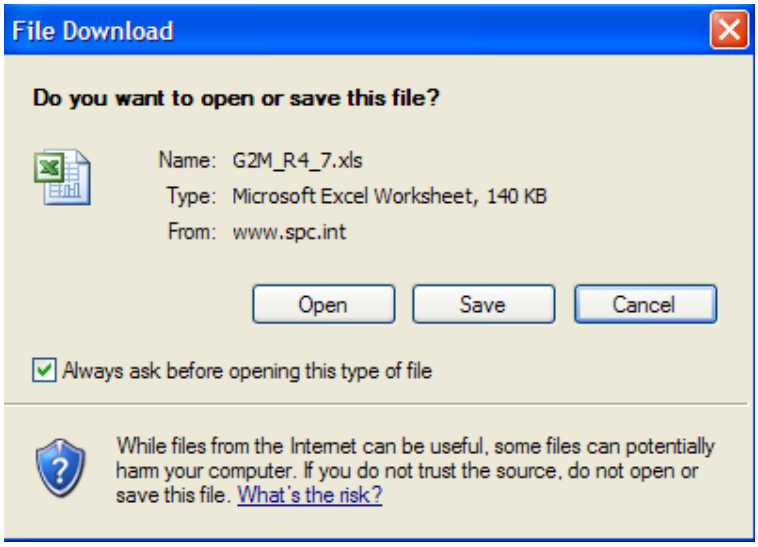

File Download
Do you want to open or save this file?
Name: G2M_R4_7.xls
Type: Microsoft Excel Worksheet, 140 KB
From: www.spc.int
Open
Save
Cancel
Always ask before opening this type of file
While files from the Internet can be useful, some files can potentially harm your computer. If you do not trust the source, do not open or save this file. What's the risk?

Figure 9: Sample Download Warning Dialog

Choose *Open* if you just want to view the report or *Save* if you want to save a copy on your hard drive for later viewing. If you choose Open, a new browser window will open automatically with the Excel spreadsheet in it:

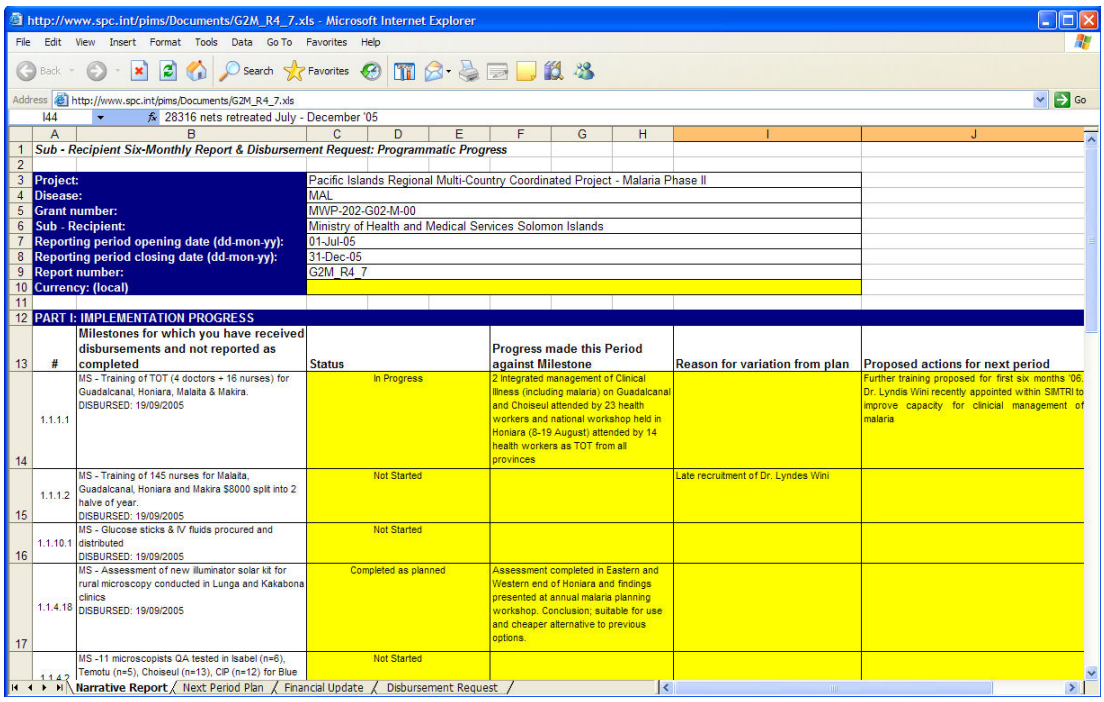
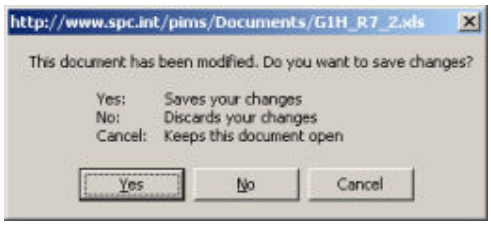

http://www.spc.int/pims/Documents/G2M_R4_7.xls - Microsoft Internet Explorer
Sub - Recipient Six-Monthly Report & Disbursement Request: Programmatic Progress
Project: Pacific Islands Regional Multi-Country Coordinated Project - Malaria Phase II
Disease: MAL
Grant number: MWP-202-G02-M-00
Sub - Recipient: Ministry of Health and Medical Services Solomon Islands
Reporting period opening date (dd-mon-yy): 01-Jul-05
Reporting period closing date (dd-mon-yy): 31-Dec-05
Report number: G2M_R4_7
Currency: (local)
PART I: IMPLEMENTATION PROGRESS
Milestones for which you have received disbursements and not reported as completed
Status
Progress made this Period against Milestone
Reason for variation from plan
Proposed actions for next period
Narrative Report
Next Period Plan
Financial Update
Disbursement Request

Figure 10: A sample completed Excel PR reporting template

As you can see, it looks remarkably like Excel, but is within the framework of the web browser. Note that although you can make changes to data, these changes cannot be saved. If you do make any changes, you will receive the following message when you close the browser:



Always respond to this message with a No: Discards your changes.

6.4 PR Report to Global Fund

The *PR Reports to Global Fund* (GLF) reporting option lists those reports that have been provided by the PR to the GLF. Similar to the *Programmatic Reports to PR* this list of reports indicates when the report was sent to the GLF for review and the current status of the report.

There is only one criteria selection that can be made for this report type:

Step 1: Project	This step allows the user to generate the report for a single project of interest. It is also possible to select <All Projects> which will result in a separate list for each project being produced.

The following screenshot provides a sample of the content and layout of this report:

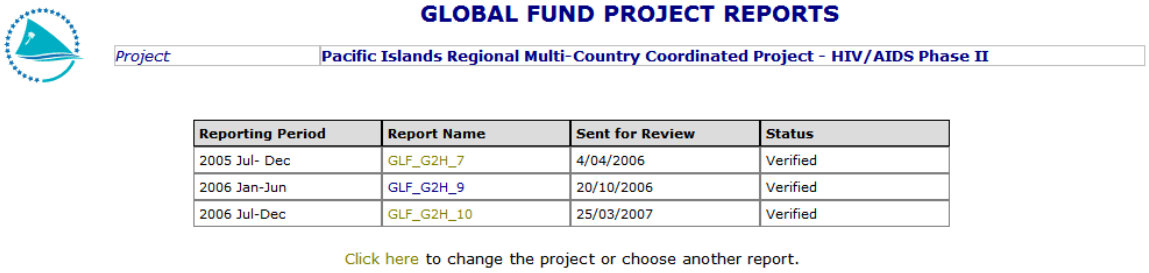


Figure 11: Sample PR Reports to Global Fund

Each report name is a hyperlink that provides easy access to the actual report as sent to the GLF. To open the report click on the report name (eg. GLF_G1T_4). This will open the report as a 'PDF' document in a separate browser window providing Acrobat reader has been installed correctly.

6.5 Period Performance Report

This report highlights the progress achieved for individual Coverage Indicators over a single reporting period. Both the target and the actual value for the indicator are shown.

If the indicators are percentage values, both the numerator, denominator and percentage are displayed.

A barchart is also displayed, highlighting the performance of the actual vs the target. A threshold of 80% is used to distinguish performance. If the actual value is 80% or more of the target, the achievement is coloured green. For actuals less then 80% of the target the achievement is coloured red and is regarded as 'under achievement'.

The following steps have to be completed to produce this report:

Step 1: Implementing Agency	Selecting <All Agencies> will produce an overall project performance graph. Selecting a specific Implementing Agency will produce a slightly different report of performance for the selected Implementing Agency.
Step 2: Project	This step allows the user to select a single project of interest. It is also possible to select <All Projects> which will result in a separate report for each project being produced.
Step 3: Time Period	The list of available time periods depends on the Project selected above. Only relevant time periods to each Project will be displayed (unless <All Projects> was selected).

The following two screenshots provides a sample of the content and layout of this report for the combined <All Agencies> project report and for the single selected Implementing Agency report:

PROJECT PERFORMANCE REPORT - Single Period

Project	**Pacific Islands Regional Multi-Country Coordinated Project - Tuberculosis Phase II**
Reporting Period	**2006 Jan-Jun**

Narrative	Target		Actual		% Achieved
Objective: To establish and expand DOTS services network focussing on increasing case detection					
Service Delivery Area: Behavioral Change Communication - Mass Media					
Number of NTPs (countries) conducting effective BCC/ Mass media activities	1		1		100%
Number of people reached by mass media and community focused awareness raising activities	1000000 / 1251900	80%	603511 / 1251900	48%	60%
Service Delivery Area: Identification of Infectious Cases					
Number and % of new smear positive TB cases detected under DOTS	257 / 342	75%	323 / 342	94%	126%
Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	33		21		64%
Number of service delivery points providing microscopy for TB case detection	2		1		50%
Service Delivery Area: Timely detection and quality treatment of cases					
Number and % of smear-positive TB cases registered under DOTS successfully treated	227 / 247	92%	177 / 213	83%	90%
Number and percentage of population covered by DOTS.	1240350 / 1251900	99%	1240350 / 1251900	99%	100%
Number of health facilities providing DOTS	1		1		100%
Number of service deliverers trained or retrained in subnational workshops in directly observed treatment under DOTS	80		98		123%

Figure 12: Sample Project Performance Report – Single Period

IMPLEMENTING AGENCY PERFORMANCE - Single Period

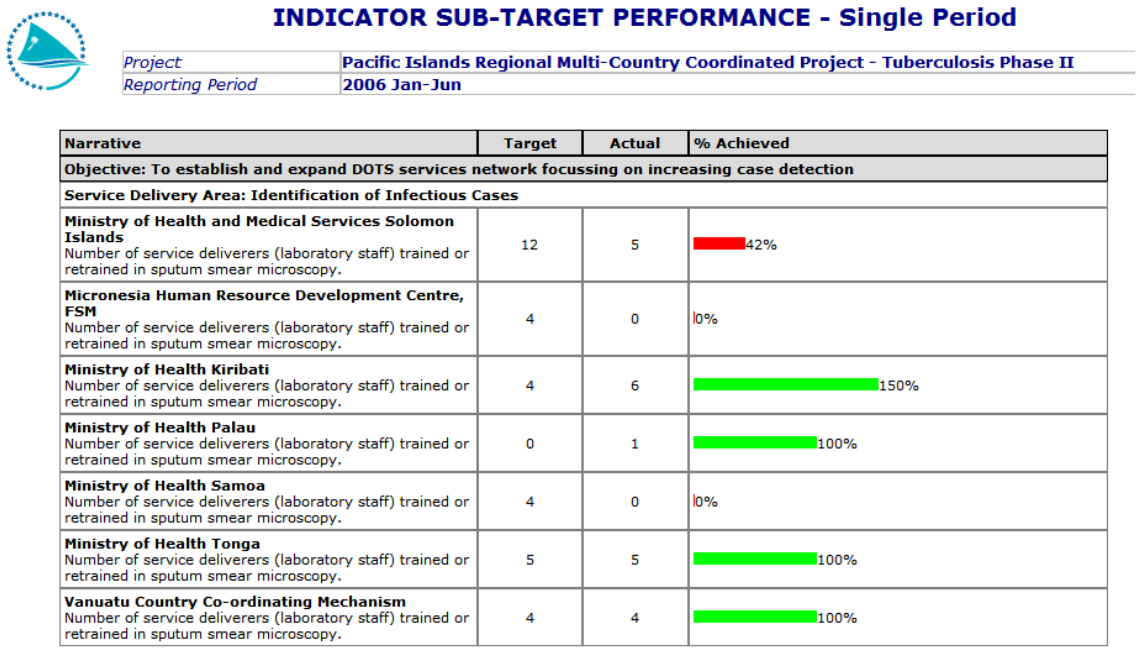
Project	**Pacific Islands Regional Multi-Country Coordinated Project - Tuberculosis Phase II**		
Implementing Agency	**Ministry of Health and Medical Services Solomon Islands (MHMS-SB)**	*Reporting Period*	**2006 Jan-Jun**

Narrative	Target		Actual		% Achieved
Objective: To establish and expand DOTS services network focussing on increasing case detection					
Service Delivery Area: Behavioral Change Communication - Mass Media					
Number of people reached by mass media and community focused awareness raising activities	476000 / 481500	99%	214251 / 481500	44%	45%
Service Delivery Area: Identification of Infectious Cases					
Ministry of Health and Medical Services Solomon Islands Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	12		5		42%
Ministry of Health and Medical Services Solomon Islands Number of service delivery points providing microscopy for TB case detection	1		0		0%
Service Delivery Area: Timely detection and quality treatment of cases					
Number and % of smear-positive TB cases registered under DOTS successfully treated	63 / 70	90%	74 / 91	81%	90%
Number and percentage of population covered by DOTS.	481500 / 481500	100%	481500 / 481500	100%	100%
Ministry of Health and Medical Services Solomon Islands Number of health facilities providing DOTS	1		0		0%
Ministry of Health and Medical Services Solomon Islands Number of service deliverers trained or retrained in subnational workshops in directly observed treatment under DOTS	7		21		300%

Figure 13: Sample Implementing Agency Report - Single Period

The Project Performance report also provides a convenient mechanism to explore each indicator in more detail. Each bar is also a hyperlink to a more detailed view of the Coverage Indicator. It provides a list of each implementing agencies contribution towards the selected indicator in a similar graphical format.

The following screenshot is an example of the detailed report for a single indicator. It was generated after clicking on the fourth item (64% value) on the report shown in figure 12:



INDICATOR SUB-TARGET PERFORMANCE - Single Period

Project	**Pacific Islands Regional Multi-Country Coordinated Project - Tuberculosis Phase II**
Reporting Period	**2006 Jan-Jun**

Narrative	Target	Actual	% Achieved
Objective: To establish and expand DOTS services network focussing on increasing case detection			
Service Delivery Area: Identification of Infectious Cases			
Ministry of Health and Medical Services Solomon Islands Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	12	5	42%
Micronesia Human Resource Development Centre, FSM Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	4	0	0%
Ministry of Health Kiribati Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	4	6	150%
Ministry of Health Palau Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	0	1	100%
Ministry of Health Samoa Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	4	0	0%
Ministry of Health Tonga Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	5	5	100%
Vanuatu Country Co-ordinating Mechanism Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	4	4	100%

Figure 14: Sample Indicator Sub-Target Performance drill-down report

6.6 Cumulative Performance Report

The *Cumulative Performance Report* is similar to the *Period Performance Report* except that it displays only those indicators that have been marked as either cumulative or percentage indicators. This means that percentage indicators will be displayed on both Period and Cumulative Performance reports. As with non-percentage indicators, only those marked as cumulative will be included in the Cumulative Performance report.

Cumulative indicators will aggregate targets and actual data up to and inclusive of the selected period.

If the indicators are percentage values, both the numerator, denominator and percentage are displayed.

A barchart is displayed, highlighting the performance of the actual vs the target. A threshold of 80% is used to distinguish performance. If the actual value is 80% or more of the target, the achievement is coloured green. For actuals less then 80% of the target the achievement is coloured red and is regarded as 'under achievement'.

The following steps have to be completed to produce this report:

Step 1: Implementing Agency	Selecting <All Agencies> will produce an overall project performance graph. Selecting a specific Implementing Agency will produce a slightly different report of performance for the selected Implementing Agency.
Step 2: Project	This step allows the user to select a single project of interest. It is also possible to select <All Projects> which will result in a separate report for each project being produced.
Step 3: Time Period	The list of available time periods depends on the Project selected above. Only relevant time periods to each Project will be displayed (unless <All Projects> was selected).

The following two screenshots provides a sample of the content and layout of this report for the combined <All Agencies> project report and for the single selected Implementing Agency report:

PROJECT PERFORMANCE REPORT - Cumulative

Project	**Pacific Islands Regional Multi-Country Coordinated Project - Tuberculosis Phase II**
Reporting Period To	**2006 Jan-Jun**

Narrative	Target		Actual		% Achieved
Objective: To establish and expand DOTS services network focussing on increasing case detection					
Service Delivery Area: Behavioral Change Communication - Mass Media					
Number of NTPs (countries) conducting effective BCC/ Mass media activities	10		10		100%
Number of people reached by mass media and community focused awareness raising activities	1000000 / 1251900	80%	603511 / 1251900	48%	60%
Service Delivery Area: Identification of Infectious Cases					
Number and % of new smear positive TB cases detected under DOTS	257 / 342	75%	323 / 342	94%	126%
Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	85		59		69%
Number of service delivery points providing microscopy for TB case detection	9		9		100%
Service Delivery Area: Timely detection and quality treatment of cases					
Number and % of smear-positive TB cases registered under DOTS successfully treated	227 / 247	92%	177 / 213	83%	90%
Number and percentage of population covered by DOTS.	1240350 / 1251900	99%	1240350 / 1251900	99%	100%
Number of health facilities providing DOTS	35		31		89%
Number of service deliverers trained or retrained in subnational workshops in directly observed treatment under DOTS	378		1043		276%

Figure 15: Sample Project Performance Report - Cumulative

IMPLEMENTING AGENCY PERFORMANCE - Cumulative

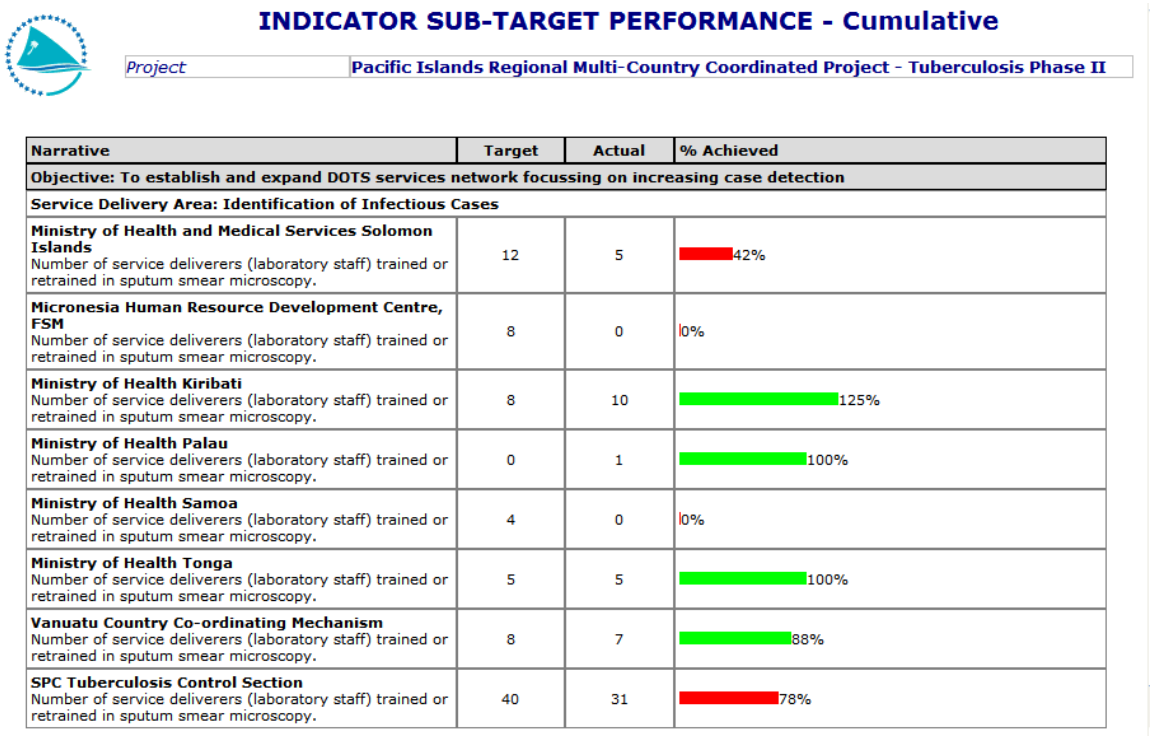
Project	**Pacific Islands Regional Multi-Country Coordinated Project - Tuberculosis Phase II**		
Implementing Agency	**Ministry of Health and Medical Services Solomon Islands (MHMS-SB)**	*Reporting Period*	**2006 Jan-Jun**

Narrative	Target		Actual		% Achieved
Objective: To establish and expand DOTS services network focussing on increasing case detection					
Service Delivery Area: Behavioral Change Communication - Mass Media					
Number of people reached by mass media and community focused awareness raising activities	476000 / 481500	99%	214251 / 481500	44%	45%
Service Delivery Area: Identification of Infectious Cases					
Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	12		5		42%
Number of service delivery points providing microscopy for TB case detection	1		0		0%
Service Delivery Area: Timely detection and quality treatment of cases					
Number and % of smear-positive TB cases registered under DOTS successfully treated	63 / 70	90%	74 / 91	81%	90%
Number and percentage of population covered by DOTS.	481500 / 481500	100%	481500 / 481500	100%	100%
Number of health facilities providing DOTS	2		0		0%
Number of service deliverers trained or retrained in subnational workshops in directly observed treatment under DOTS	12		68		567%

Figure 16: Sample Implementing Agency Performance Report – Cumulative

As with the period specific report the cumulative project performance report also provides a convenient mechanism to explore each indicator in more detail. Each bar is also a hyperlink to a more detailed view of the Coverage Indicator. It provides a list of each implementing agency's contribution towards the selected indicator in a similar graphical format.

The following screenshot is an example of the detailed report for a single indicator. It was generated after clicking on the fourth item (69% value) on the report shown in figure 15:



INDICATOR SUB-TARGET PERFORMANCE - Cumulative

Project **Pacific Islands Regional Multi-Country Coordinated Project - Tuberculosis Phase II**

Narrative	Target	Actual	% Achieved
Objective: To establish and expand DOTS services network focussing on increasing case detection			
Service Delivery Area: Identification of Infectious Cases			
Ministry of Health and Medical Services Solomon Islands Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	12	5	42%
Micronesia Human Resource Development Centre, FSM Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	8	0	0%
Ministry of Health Kiribati Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	8	10	125%
Ministry of Health Palau Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	0	1	100%
Ministry of Health Samoa Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	4	0	0%
Ministry of Health Tonga Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	5	5	100%
Vanuatu Country Co-ordinating Mechanism Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	8	7	88%
SPC Tuberculosis Control Section Number of service deliverers (laboratory staff) trained or retrained in sputum smear microscopy.	40	31	78%

Figure 17: Sample Indicator Sub-Target Performance – Cumulative drill-down report

6.7 Financial Report by Status

The *Financial Report by Status* groups milestones together based on the milestone progress status and provides financial information as recorded in SunSystems financial database.

For each milestone, the time period it was planned to be completed in is shown in the *Workplan Time Period* column on the report. The latest disbursement transaction date recorded in SunSystems is shown in the *Date Disbursed*. The *Funds Received* (by the implementing agency), *Funds Spent* (acquitted and not acquitted) and the *Funds Remaining* to be spent are each totals to date. It is quite possible to have a single milestone disbursed over a number of periods if there are many expenditure items included as part of the milestone. Finally, the last column in the report shows the milestone progress *Status* and is the major grouping field for this report.

The following steps have to be completed to produce this report:

Step 1: Implementing Agency	Selecting <All Agencies> will produce an overall project financial position grouped by status. Selecting a specific Implementing Agency will produce the same report but limited to transactions for the selected Implementing Agency.
Step 2: Project	This step allows the user to select a single project of interest. However, this selection is partially overridden by the system in the following way: as data from Phase I and Phase II of the same Project (disease) are combined and aggregated into one report, it does not matter which project phase is selected. Of course, data is not aggregated across different diseases so the selection of a disease does matter as a choice for the report to be produced.
Step 3: Currency	The currency list available depends on the Project selected in Step 2. It identifies specifically the project currency (commonly USD) and provides an alternative local currency to display for a selected implementing agency. Note: Selecting local currency after choosing <All> in Step 1 is not consistent and could lead to some very strange values being produced.

The following screenshot provides a sample of the content and layout of this report:

FINANCIAL REPORT - by Milestone Status

Project	**Pacific Islands Regional Multi-Country Coordinated Project - Malaria Round 5**		
Implementing Agency	**All**	*Display Currency*	**USD**

				Cumulative for the milestone (**)				
Milestone	**Milestone Description**	**Workplan Time Period**	**Date Disbursed**	**Funds Received**	**Funds Spent not Acquited**	**Funds Spent and Acquited**	**Funds Remaining**	**Status**
G5M 1.1.1.2	MS - Training of trainers (TOT) for Guadalcanal, Honiara, Malaita and Makira doctors (2) and nurses (6)	2006 Jul-Dec	24/10/2006	$8,000	$0	$0	$8,000	Completed as planned
G5M 3.3.1.2	MS - Coordination & administration - recruitment of GF coordinator & asst;	2006 Jul-Dec	12/12/2006	$5,600	$733	$0	$4,867	Completed as planned
G5M 3.3.1.7	MS - SIMIS maintenance	2006 Jul-Dec	23/11/2006	$3,000	$7,704	$0	-$4,704	Completed as planned
G5M 3.3.1.8	MS - Costs of e-mail, telephone & communications in SIMTRI	2006 Jul-Dec	24/10/2006	$1,500	$0	$0	$1,500	Completed as planned
G5M 3.3.3.7	MV - 3 small boats procured and distributed	2006 Jul-Dec	26/03/2007	$36,000	$759	$26,544	$8,697	Completed as planned
G5M 3.3.3.8	MV - 1 medium boat procured and distributed	2006 Jul-Dec	6/03/2007	$60,000	$17,099	$44,422	-$1,521	Completed as planned
G5M 3.7.1.11	MV - Program Administration Function (VCCM)	2006 Jul-Dec	24/10/2006	$5,000	$0	$0	$5,000	Completed as planned
	Total for Milestones Completed as planned			**$119,100**	**$26,295**	**$70,966**	**$21,840**	
G5M 1.1.2.1	MS - 20 microscopists trained in 2 SIMTRI training workships for four priority areas: Guadalcanal, Malaita, Makira and Western.	2006 Jul-Dec	24/10/2006	$8,000	$0	$0	$8,000	Completed with exception
G5M 1.1.3.16	MV - Supervisory visit to 12 target microscopy services	2006 Jul-Dec	24/10/2006	$4,500	$0	$0	$4,500	Completed with exception
	Total for Milestones Completed with exception			**$12,500**	**$0**	**$0**	**$12,500**	
G5M 1.1.1.3	MS - Training of 100 nurses in Malaita, Guadalcanal, Honiara and Makira	2006 Jul-Dec	24/10/2006	$5,000	$0	$0	$5,000	Disbursed
G5M 1.1.1.6	MV - Intergrated malaria management guideline reviewed by STC	2007 Jan-Jun	23/04/2007	$15,000	$0	$0	$15,000	Disbursed

Figure 18: Sample Financial Report – By Milestone Status

Sub-totals of financial data has been provided for each milestone status and a grand total is provided for the entire report.

6.8 Financial Report by Coverage Indicator

The *Financial Report by Coverage Indicator* groups milestones together based on the coverage indicator provides financial information as recorded in SunSystems financial database.

For each milestone, the time period it was planned to be completed in is shown in the *Workplan Time Period* column on the report. The latest disbursement transaction date recorded in SunSystems is shown in the *Date Disbursed*. The *Funds Received* (by the implementing agency), *Funds Spent* (acquitted and not acquitted) and the *Funds Remaining* to be spent are each totals to date. It is quite possible to have a single milestone disbursed over a number of periods if there are many expenditure items included as part of the milestone. Finally, the last column in the report shows the milestone progress *Status* and is the major grouping field for this report.

The following steps have to be completed to produce this report:

Step 1: Implementing Agency	Selecting <All Agencies> will produce an overall project financial position grouped by coverage indicator. Selecting a specific Implementing Agency will produce the same report but limited to transactions for the selected Implementing Agency.
Step 2: Project	This step allows the user to select a single project of interest. However, this selection is partially overridden by the system in the following way: as data from Phase I and Phase II of the same Project (disease) are combined and aggregated into one report, it does not matter which project phase is selected. Of course, data is not aggregated across different diseases so the selection of a disease does matter as a choice for the report to be produced.
Step 3: Currency	The list available depends on the Project selected in Step 2. It identifies specifically the project currency (commonly USD) and provides an alternative local currency to display for a selected implementing agency. Note: Selecting local currency after choosing <All> in Step 1 is not consistent and could lead to some very strange values being produced.

The following screenshot provides a sample of the content and layout of this report:

FINANCIAL REPORT - by Coverage Indicator

Project	**Pacific Islands Regional Multi-Country Coordinated Project - Malaria Round 5**		
Implementing Agency	**All**	*Display Currency*	**USD**

				Cumulative for the milestone (**)				
Milestone	**Milestone Description**	**Workplan Time Period**	**Date Disbursed**	**Funds Received**	**Funds Spent not Acquited**	**Funds Spent and Acquited**	**Funds Remaining**	**Status**
G5M 4.1.1.1	PR Administration costs	2006 Jul-Dec	22/12/2006	$33,275	$0	$0	$33,275	Not Started
G5M 4.1.1.2	PR Administration costs	2007 Jan-Jun	11/05/2007	$27,326	$0	$0	$27,326	Not Started
	Total for Coverage Indicator Effective Project Management			**$60,601**	**$0**	**$0**	**$60,601**	
G5M 2.1.3.1	MS - 25,000 LLIN procured	2006 Jul-Dec	20/04/2007	$11,766	$0	$96	$11,670	Disbursed
G5M 2.1.3.4	MS - Operational costs associated with distribution of 55,000 LLIN's, prioritized for Western and Choiseul provinces. Includes operational costs and allowances for 24 SIMTRI/VBDCP staff to work in 2 provinces for up to 21 days.	2007 Jul-Dec	6/04/2007	$23,000	$0	$0	$23,000	Disbursed
G5M 2.1.3.5	MV - 19,800 LLIN (Family size 130W x 180L x 150H) procured	2006 Jul-Dec	20/04/2007	$7,975	$0	$121	$7,855	Disbursed
G5M 2.1.3.6	MV - 47,900 LLIN (Family large size 160W x 180L x 150H) procured	2006 Jul-Dec	20/04/2007	$8,836	$0	$134	$8,702	Disbursed
G5M 2.1.3.7	MV - 23,700 LLIN distributed to general population	2007 Jan-Jun	30/03/2007	$21,000	$12,026	$0	$8,974	Disbursed
	Total for Coverage Indicator No of LLINs distributed			**$72,577**	**$12,026**	**$350**	**$60,201**	
G5M 1.1.10.1	MS - Restock all hospitals (11) and area health centers (29) with glucose sticks. IV fluids	2006 Jul-Dec	24/10/2006	$4,000	$0	$0	$4,000	Disbursed
G5M 1.1.10.2	MS - Refresher training for 50 provincial storekeepers on inventory & supplies forcasting	2006 Jul-Dec	24/10/2006	$5,000	$0	$0	$5,000	Disbursed
G5M 1.1.10.3	MS - Annual survey in all area health centers (29) identifying if >85% (25/30) have no reported stockout	2006 Jul-Dec	24/10/2006	$3,000	$0	$0	$3,000	In Progress
	Total for Coverage Indicator Number and percentage of Area Health Centres with no reported stockouts of IV fluids, glucose sticks, quinine and anti-pyretics/anti-convulsives at the end of each reporting period			**$12,000**	**$0**	**$0**	**$12,000**	
G5M 3.3.3.1	MS - Procure canoes and OBMs	2006 Jul-Dec	4/01/2007	$40,000	$17,100	$0	$22,900	In Progress
G5M 3.3.3.2	MS - 2 units Hilux 4WD vehicles procured	2006 Jul-Dec	20/04/2007	$49	$0	$49	$0	Disbursed
G5M 3.3.3.3	MS - Training in marine survival for malaria boatmen	2006 Jul-Dec	24/10/2006	$2,500	$0	$0	$2,500	Disbursed
G5M 3.3.3.4	MS - 10 marine survival kits for canoes and malaria staff procured	2006 Jul-Dec	24/10/2006	$6,500	$0	$0	$6,500	Disbursed

Figure 19: Sample Financial Report – By Coverage Indicator

Sub-totals of financial data has been provided for each Coverage Indicator and a grand total is provided for the entire report.